



Senior Executive Service Performance Planning and Appraisal Reconsideration of the Initial Rating



Incumbent Executive _____

Title _____

For the Performance Appraisal Period: From _____ To _____

Incumbent Executive

Check One or Both:

☐ I am submitting a written response to my Initial Rating.

☐ I am requesting a higher level review of my Initial Rating.

Signature _____ Date _____

Higher Level Review - Executive Position Manager

Executive Position Manager Name: _____

Title: _____

I have reviewed the Performance Appraisal, the Initial Rating, and any written response submitted by the Incumbent Executive.

Check One:

☐ I concur with the Initial Rating.

☐ I do not concur with the Initial Rating; therefore, I recommend a rating of _____
(Attach a written explanation; provide a copy to all principals.)

Signature _____ Date _____

Performance Review Board/Senior Executive Committee Review

Review of Incumbent Executive's Written Response: ☐ Reviewed ☐ No written response submitted

Review of any higher level review(s): ☐ Concur with recommendations. ☐ Do not concur. (Attach a written explanation; provide a copy to all principals.)

Review of Initial Rating: ☐ Concur with the recommended Initial Rating.

☐ Do not concur; therefore, we recommend a rating of _____
(Attach a written explanation; provide a copy to all principals.)

Signature of Official Designee: _____ Date _____

NASA Administrator or Designee

I have reviewed the Performance Appraisal; the Initial Rating; any written response submitted by the Incumbent Executive, the Higher Level Official(s), and the Performance Review Board or the Senior Executive Committee, and the recommendation of the Performance Review Board or the Senior Executive Committee.

In determining the Final Rating:

☐ I concur with the Performance Review Board/Senior Executive Committee review and recommendation.

☐ I do not concur with the Performance Review Board/Senior Executive Committee review and recommendation; therefore I recommend a Final Rating of _____
(Attach a written explanation; provide a copy to all principals.)

Signature _____ Date _____